

SECRET

February 18, 1957

Subject: CONTRACT SC-56

Reference: Your letter #13086, dated 2-11-57

Dear Doug:

Knowledge of Government regulations as they apply to the disbursement of Government monies for transportation and per diem is not one of my strong points, however, I presume the detailed itinerary referred to in the referenced letter compares with our company's Travel and Transportation Order (TTO) which is the document that authorizes me to pay out company funds for travel expenses. It would appear, insofar as the \$107.80 advanced to [REDACTED] is concerned, that neither of us has the customarily required documentation of our respective regulations for the payment of this item. No doubt the company's system, under the subject contract, is the more flexible and will have to yield in this instance. We will, therefore, based on your request for payment in your letter dated 23 January 1957, forward you our check payable to [REDACTED] in the amount of \$107.80.

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In respect to the suggested methods in the referenced letter, of handling transportation and per diem costs in the future, it is our opinion that whether it is for intermittent travel or at the end of his service, the detailed itinerary document should be prepared before the man leaves his base of operations, since he is traveling under Government orders, on Government business, pursuant to Government regulations, as they may apply, and not as an employee of a private concern. It is my opinion that, under the subject contract, these employees should be routed through Headquarters in order to see that all security requirements of the project are safe-guarded, and that their Government financial matters are properly handled by people familiar with the Government regulation applicable to such travel.

Therefore, method (a) in the referenced letter would seem to be the procedure that should be followed henceforth.

Yours very truly,

Hal
Hal

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